

BOARD OF SUPERVISORS

RURAL POLICY AREA

COMMITTEE OF THE WHOLE WORKSESSIONS

I move the Board of Supervisors adopt the following process as guidelines to review the Rural Policy Area Comprehensive Plan Amendment, Zoning Ordinance Amendment, Zoning Map Amendments, and Development Ordinance Amendments

Goal:

The Board of Supervisors will take action no later than July 31, 2006.

Objectives:

1. To conduct the review as a Committee of the Whole in an efficient and organized manner, focusing on substance by adhering to the prepared agenda.
2. To review and discuss the amendments in a Committee of the Whole setting to provide an opportunity for the Board to:
 - discuss publicly individual Board views
 - identify areas that may be targets for additional discussion and information
 - provide the benefit of having set dates with agendas for the public's knowledge and convenience
3. To assure the public that its input is valued and will be distributed to and considered by all Board members in a respectful and timely fashion.

Work program

1. **Forum**
The Board of Supervisors will conduct its review as a Committee of the Whole and will take formal action at a Board business meeting.
2. **Location**
The meetings will take place in the Board of Supervisors Meeting Room, 1 Harrison Street, Leesburg, Virginia unless otherwise duly advertised.

3. **Notification of Meetings**

Meetings will be held on Monday, June 26; Wednesday, June 28; Wednesday, July 5; Thursday, July 6 and Wednesday, July 12 as needed. The official notification will be posted on the County website and in the lobby of the County Government Center and as required by the Freedom of Information Act.

4. **Meeting with Board-appointed Committees, Commissions and Interest Groups**

The Board of Supervisors may invite representatives to participate in work sessions on an as-needed or issue basis. The invitations on behalf of the Board will be extended through the Office of the County Administrator. Comments are also encouraged through public comment and public input sessions.

5. **Public Documents**

The public is encouraged to view public documents through the County's website at <http://www.loudoun.gov/rural>

Board of Supervisors Members' Responsibilities

Overall Rule

Board members will refrain from using email as a mechanism to converse with each other on deliberations on the various amendments for the Rural Policy area.

Rules for Board Members' Proposals

The Board intends to proceed in an orderly and efficient manner. It will be critical that members of the Board be prepared to discuss items on the agenda. Following are the minimum guidelines:

1. When possible, information that a Board member wants to discuss should be submitted to County Administration in time to distribute to all Board members.
2. If it is necessary for Board members to distribute information at the Committee of the Whole Session, two guidelines apply:
 - provide a copy to County Administration one day in advance of the meeting so that copies may be made in advance, or
 - provide 50 copies to the Clerk of the Board at the beginning of the meeting to ensure sufficient copies for the public and press
3. Existing adopted rules governing Board votes will apply.